



Legislative Support Minutes

May 6, 2021

Legislator Attendance: Legislators Balliet, Hollenbeck, Mullen, Roberts, Sauerbrey, Standinger, Sullivan and Weston were present with Legislator Monell being absent.

Staff Attendance: Legislative Clerk Haskell, Deputy Legislative Clerk Eiklor, County Attorney DeWind, Personnel Officer O'Rourke, and ED&P Director Tinney were present.

Guest Attendance: None

MINUTES:

Approval of April 8, 2021 Legislative Support Minutes:

Legislator Hollenbeck made the motion, seconded by Legislator Mullen to approve the April 8, 2021 Legislative Support minutes, as written. Motion carried.

FINANCIAL:

2021 YTD Budget and Fringe Reports:

Financial reports for April 2021 were emailed to all Legislators with no issues of concern noted.

OLD BUSINESS:

April Legislative Meetings: Minutes were taken, typed, copied, indexed, and put on disc for the Legislature and Journal of Proceedings for the following meeting:

- Fourth Regular Legislature Meeting – April 13, 2021

Meetings Attended:

- Legislative Worksessions – April 8 & 22, 2021
- Executive Team Meeting – April 15, 2021
- Leaders Meeting – April 28, 2021
- Munis Super-User Network Group Meeting – April 30, 2021

Board of Ethics Vacancy: The Legislature was reminded of the board vacancy as of March 31, 2021. Candidates should be informed they are required to complete a financial disclosure at time of appointment.

Financial Disclosures: The Legislature was reminded of the May 15, 2021 due date for submission of financial disclosures to the Law Department.

COVID-19 Press Releases: The Legislative Office continues with daily press releases and website postings related to COVID-19 statistics.

Office of the Legislative Clerk

Ronald E. Dougherty County Office Building 56 Main Street Owego, NY 13827



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Cathy Haskell Legislative Clerk **Amy Eiklor** Deputy Legislative Clerk

Munis Super User Network Group and Training Program: Kick-off meeting was held on April 30, 2021 with 100% participation of all ten identified Super-Users. This group will meet on a quarterly basis to share concerns, issues, positive feedback, and tips & tricks to assist other users in Munis. The Munis Development Team consists of Jackson Bailey, Pete DeWind, Stephanie Jerzak, Katie Chandler, Amy Potter, Charles Root, and myself as we represent the Munis modules. Staff training will commence in June with Contract Entry followed by Budget Training in July. As we move into the fall, Accounts Payable, Accounts Receivable, General Billing, Project Ledger & Grant Accounting, Payroll, and Tyler Content Manager Enterprise Edition (TCMEE) will be scheduled.

NEW BUSINESS:

Fifth Regular Legislature Meeting – May 11, 2021

- **Moment of Silence** – Chair Sauerbrey will ask for a moment of silence in memory of former Legislator Dick Huttleston who passed away on April 22, 2021.
- **Prayer, Pledge, Voting Process** - Legislator Weston will lead the Legislature in the prayer, pledge, and voting process.
- **Recognition Resolutions:**
 - **Recognition of Greg Hall's 32 Years of Dedicated Service to Tioga County** – Legislator Mullen will read and present the resolution to Mr. Hall at the May 11, 2021 Legislature meeting.
 - **Recognition of Jeff Tiffany's 22 Years of Dedicated Service to Tioga County** – Legislator Mullen will read and present the resolution to Mr. Tiffany at the May 11, 2021 Legislature meeting.
- **Proclamations:**
 - **American Stroke Month in Tioga County** – Legislator Standinger will read and present this proclamation at the May 11, 2021 Legislature meeting.
 - **Mental Health Awareness Month & Children's Mental Health Awareness Week (May 2-8, 2021)** – This proclamation has been read and presented in year's past, therefore, will just be noted in the May 11, 2021 Legislature meeting minutes.
 - **Elder Abuse Prevention Month** - This proclamation has been read and presented in year's past, therefore, will just be noted in the May 11, 2021 Legislature meeting minutes.
- **Resolutions:** All resolutions were reviewed for the May 11, 2021 Legislature meeting with the resolution to Support Finger Lakes National Heritage Area Designation being withdrawn at this time. The Legislature expressed the need for additional information and clarification.

TIOGA COUNTY, NEW YORK

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PERSONNEL:

Vacation: Legislative Clerk Haskell reported she would be on vacation the week of May 31 – June 4, 2021 noting she will have remote access and will be checking her emails during this time.

Respectfully submitted,

Cathy Haskell

Legislative Clerk